

APPENDIX A – SUBMITTAL CHECKLIST: STEP 1 – PROJECT PROPOSAL

The following is entered directly into SOAR:	
Project Proposal Form	
Project Summary	
Project Questions	
The following will be uploaded into SOAR as an attachment:	
Project Proposal Form Signature Page (print, sign, and upload)	
Photographs	
Cost Estimate (Appendix B)	
Community Engagement Plan	
Location Map	
Property Data Sheet (Appendix C)	
Assessor's Parcel Maps	
Site Plan (Development Projects only)	
Plant Palette (Development projects only)	
Willing Seller letter (Acquisition Projects only; Appendix E)	